2016–17 Federal Program Monitoring

LEA Review Coordinators Presentation

August 2016

General FPM Overview

Federal Program Monitoring (FPM) Purpose

To verify that programs funded by federal sources meet specific legal requirements

Determining Compliance

- Meet minimum legal requirements

- Uses program instruments

- Compliance monitoring vs. auditing

Definition of Terms

- **On-Site:** CDE team visits your agency. They review documents, observe classrooms, and interview staff and parents.

- **Online:** identical to on-site except for observations and interviews

More Terms

- **Agency**– for the purposes of FPM reviews, the terms "agency" and "LEA" are interchangeable.
  - CMT uses "agencyÈ The field and most CDE staff use LEA or district.
- **Certify**—Does not indicate finality. LEAs certify evidence. Reviewers certify items.

6

Role of Participants in the FPM Process

FPM Review Coordinator

- The person assigned to coordinate the review, and the primary contact between the agency and CDE

- Monitors the progress of the FPM on the LEA side

FPM Review Coordinator (Cont.)

- Ensures effective and ongoing communication between LEA staff and CDE staff

- Ensures prompt follow up to reviewers comments

- During onsite reviews, meets daily with FPM team for debriefing

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9

Regional Team Leader (RTL)

- The CDE staff person responsible for planning, scheduling, coordinating and monitoring the progress of the review

- Ensures FPM review is conducted consistently with FPM policies and procedures

Regional Team Leader (Cont.)

- Facilitates entrance meeting, exit meeting and scheduled interviews
- Communicates with all program reviewers including those at alternate sites

RTL Assignments

Name	Region(s)
Seyed Dibaji-Foroshani	1, 2
Jessica Gray	3, 5
Shireen Miles	4, 7
Carmela Kelly	6, 9
Beth Anselmi	8, 10
Malik Abdul-Khaliq	11

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CDE Program Reviewers

- Trained CDE staff who are program experts

- Provide compliance assistance to the LEAs

- Make compliance determinations

LEA
Program Staff

- Responsible for one or more program areas

- Under the supervision of the Review Coordinator, gathers documentation necessary to respond to evidence requests

- Uploads and links documentation, and can certify evidence

LEA Support Staff

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- Support staff working under the supervision of the Review Coordinator, helps manage documents (i.e.Êadding, deleting, uploading)

- Can upload and link documents to appropriate evidence requests

- Does not have authorization to certify documents

County Office of Education Monitoring Leads

- In partnership with the CDE to provide support to LEAs in the monitoring process

- Provide support activities that may include technical assistance, training, and coordination of regional/county support

16

FPM Timelines

90–60 Days Before the Review

- Be familiar with the program instruments

- Involve team members and assign roles

- Organize a method for communicating, gathering evidence, and providing evidence in CMT

- Contact program reviewers with any program questions about instrument items or evidence requests

- Contact the RTL with any questions about the review process or CMT

18

60–30 Days Before the Review

Continue your team's process of responding to specific evidence requests in CMT

- Upload and link all evidence

- Certify all evidence request responses

30 Days Before the Review

- Meet the 30-day initial evidence deadline

- For on-site reviews: Work with the RTL to coordinate the daily schedule and logistics

About 15 Days Before the Review

- Monitor CMT regularly for feedback from reviewers

- Respond to reviewers' requests in CMT

- Ensure your team is prepared for the activities required during the review dates

21

Daily Review Schedules

On-Site Daily Schedule
Day 1 – District Level Review

- Entrance meeting

- Usually involves the review of district policies and procedures, and district-level expenditures

- Reviewers debrief with agency staff

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On-site Daily Schedule
Day 1- Sample Schedule

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XXXXXX XXXX School District
Federal Program Monitoring Review, (dates of the review)
On-site Daily Schedule

Date:
District Office: (address and phone number)
CDE Regional Team Leader: (name)   Agency Review Coordinator: (name)
Participating Programs: (list programs being reviewed)

Time	Activity	Location / Personnel
12:30 p.m.	Preliminary FPM Team Meeting • On-site team meeting	**District Office** • **CDE team members**
1 p.m.	Entrance Meeting • CDE and agency introductions • RTL opening comments • Brief agency comments (e.g., demographics, performance profiles, district challenges, other salient information) • Finalize or adjust the schedule and logistics	**District Office** • **CDE team members** • **Selected agency staff**
1:30 p.m.	Agency Review • Interviews with agency program personnel • Interview district advisory council members • Interview parent advisory committee	**District Office** • **CDE team members** • **Agency program administrators, including fiscal administrator** • **Advisory council/committee members, as applicable**
4:30 p.m.	Debriefing • CDE team members will debrief individually with agency program counterparts	**District Office**

Notes: Team may need technical assistance to access the internet.

On-Site Daily Schedule
Day 2 – Site Level Review

- Follow-up of review of documents submitted in CMT related to specific sites on schedule

- Review confidential student data, observations and interviews, and review of other data as necessary

On-Site Daily Schedule
Day 2 – Sample Schedule

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XXXXXX XXXX School District
Federal Program Monitoring Review, (dates of the review)
On-site Daily Schedule

Date:
School Site Name: (address and phone number)
Participating Programs: (list programs being reviewed)

Time	Activity	Location / Personnel
8:30 a.m.	Entrance Meeting • Introductions • Brief school comments (e.g., demographics, performance profiles, other salient information) • Schedule and logistics	**School Site** • **CDE team members** • **Principal and selected staff** • **Agency review coordinator and program staff**

9 a.m.	Interviews with program staff
	
	Time Staff Type
	9:30 a.m. Relevant certified staff*
	10 a.m. Relevant classified staff*
	
	Note: Agency review coordinator should schedule 30-minute interviews for above groups.
	
	Observation of instructional settings
	
	Review confidential student records
		School Site
		• **CDE team members**
		
		• **Personnel funded through programs being reviewed**
		    o **Teachers**
		    o **Classified staff**
		    o **Other staff**
		
		Note: * Staff funded in whole or in part from categorical funds for programs being reviewed at site.

	Lunch (May be working lunch with team)	

On-Site Daily Schedule
Day 2 – Sample Schedule (continued)

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1:30 p.m.	**Interview council and committee members, as applicable:** **Time** **Council or Committee** **1:30 p.m.** **School Site Council Members** **2 p.m.** **Advisory Committee Members** **Note: These meetings should be scheduled at a time when teachers, staff, and parents on SSC can attend.**	**School Site** • **CDE team members** • **SSC meetings must not include students** • **Advisory committees, as applicable**
2:30 p.m.	Complete interviews, observations, and review of confidential student records	**School Site** . **CDE team members**
3 p.m.	CDE team debriefing meeting	**School Site** . **CDE team members**
3:15 p.m.	Site debriefing • CDE team members report on findings with principal and agency/district/school leadership	**School Site**
5 p.m. **Day before** **Exit Meeting**	Final deadline for uploading documents in CMT	• **Agency review coordinator**
8 p.m. **Day before** **Exit Meeting**	Deadline to complete writing of preliminary findings in CMT	• **CDE team members**
Note: Team may need assistance with access to the internet.		

On-Site Daily Schedule
Exit Day

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- Preliminary findings shared with agency by 9 a.m.

- Clarification meeting – agency may request a meeting to clarify specific findings, if needed

- Exit Meeting
  - Notification of Finding is issued
  - Discuss resolution process

On-Site Daily Schedule
Exit Day

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XXXXXX XXXX School District

Federal Program Monitoring Review, (dates of the review)

On-site Daily Schedule

Date:

District Office: (address and phone number)

Time	Activity	Location / Personnel
8:30 a.m.	CDE Team Meeting • Finalize preliminary findings	**District Office** • **CDE team members**
10 a.m.	Clarification Meeting • The CDE team meets with agency personnel to respond to clarifying questions or concerns with preliminary findings, if requested by the agency	**District Office** • **CDE team members** • **Selected agency staff**
10:30 a.m.	Exit Meeting • NOF • Discuss resolution process	**District Office** • **RTL**

Notes:

- **Preliminary Findings will be presented to the agency by 9 a.m.**
- **RTL will need access to a printer and copier for the Notification of Findings (NOF).**

Online Daily Schedule
Day 1 – Official Start of the Review

- RTL contacts the agency coordinator to confirm that the reviewer has started
- Reviewers continue to review and communicate in CMT
- Review determinations are based entirely on documentation provided in CMT
- No interviews or observations

Online Daily Schedule
Day 2 – Interaction Continues with Reviewers

- All exchanges must be documented in CMT

- Review includes daily debriefings of the status of each instrument in CMT

- On the day before the exit, agency must upload additional evidence by the 1 p.m. deadline

Online Daily Schedule
Exit Day

- Preliminary findings shared with agency by 9 a.m.

- Agency may request a conference call to clarify preliminary findings by 10 a.m.

- NOF is issued

- Discuss resolution process

Online Daily Schedule
Day 1 & 2 – Sample Schedule

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Sample Unified School District

Federal Program Monitoring Review, (dates of the review)

Online Review Daily Schedule

Date

Time	Activity	Personnel
9 a.m.	• The agency review coordinator is notified that the FPM review is in progress.	• **Review Team Leader (RTL)**
Throughout the day	• Interaction in CMT continues between program reviewer and the LEA program counterparts.	• **Program Reviewers** • **Selected agency program counterparts**
4 p.m.	• Program reviewer debrief with agency program counterparts by posting a CMT comment regarding any program instrument item not meeting legal requirements as of today.	• **Program Reviewers**

Note:

The agency can continue to upload additional documents until 1 p.m. on the day before the exit (enter date).

Date

Time	Activity	Personnel
9 a.m. to 1 p.m.	• Interaction in CMT continues between program reviewers and the agency program counterparts	• **Program Reviewers** • **Selected agency program counterparts**
1 p.m.	• Additional document upload deadline for agency	• **Agency staff**
4 p.m.	• **Deadline for program reviewers to complete Preliminary Findings in CMT**	• **Program Reviewers**

Online Daily Schedule
Exit Day

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Sample Unified School District
Federal Program Monitoring Review, (dates of the review)
Online Review Daily Schedule

Exit Day

Time	Activity	Personnel
9 a.m.	• Deadline for RTL to send the Preliminary Findings to the agency *	• **Review Team Leader**
10 a.m.	• Deadline for agency to request a conference call to discuss Preliminary Findings	• **Review Team Leader** • **Agency Review Coordinator**
11 a.m.	• Conference call with agency (scheduled upon request by the agency).	• **Review Team Leader** • **Select Program Reviewers** • **Select agency program counterparts**
12 p.m.	• NOF distributed to the agency	• **Review Team Leader** • **FPM Office Staff**
1 p.m.	• RTL contacts the LEA to discuss the resolution of findings	• **Review Team Leader**

Notes:
*In some cases, Preliminary Findings may be sent to the agency the day before the exit.

Definition of Terms

- **Finding:** Item not in compliance with minimum legal requirements based on a review of the evidence provided by the agency

- **Resolution of Findings**: Correction of items not meeting legal requirements identified in the NOF

- **Resolution Agreement**: An agreement that extends the time the agency has to correct a finding beyond the 45 day period up to a maximum of 225 days

35

Resolving a Finding

- Review the written finding to determine evidence required to resolve the finding

- Upload, link and certify evidence in CMT

- Post comment in CMT to notify reviewer of new evidence

Resolving a Finding (Cont.)

- Respond as necessary to reviewer comments

- Monitor CMT on a regular basis

Timelines for Resolution

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- **45 Day Deadline**: All findings are to be resolved

- **After 45 Days**: An approved resolution agreement can extend a deadline to a different reasonable date

- **225 Days Following Review**: Resolution agreements cannot be approved

FPM Resources

Compliance Monitoring Web Page

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- General Information
- Reviews
- Training
- Program Instruments
- CDE Monitoring Tool (CMT)
- Correspondence
- Contact Information and Additional Federal and State Monitoring

Compliance Monitoring

General Information

General Information

Federal and state laws require the California Department of Education (CDE) to monitor implementation of categorical programs operated by local educational agencies (LEAs). LEAs are responsible for creating and maintaining programs which meet requirements.

LEAs are monitored to ensure that they meet fiscal and program requirements of federal categorical programs and mandated areas of state responsibility and funding in Economic Impact Aid—Limited English Proficient and State Compensatory Education (EIA-LEP and EIA-SCE), Physical Education, and Educational Equity.

LEAs may be selected for an on-site or online monitoring every two years. The Cycle Schedule by School Year demonstrates the distribution of the cycles for a four year period.

Several factors, including compliance history, academic achievement, program size, and fiscal analysis are considered in identifying LEAs for reviews. Using these established selection criteria, approximately 60 LEAs are selected for on-site or online monitoring. Several LEAs are also randomly selected each year for monitoring.

FPM Regional Team Leaders (RTLs) coordinate teams of select program monitors to conduct on-site or online monitoring of the LEA using the Program Instruments.

FPM Frequently Asked Questions
This page provides answers to frequently asked questions regarding the FPM process.

LEA Monitoring Cycles (XLS; Posted 16-Feb-2016)
This document provides monitoring cycle information for all LEAs including direct funded charters.

LEA Monitoring Cycles by Region (XLS; Posted 16-Feb-2016)
This document provides monitoring cycle information by region for all LEAs including direct funded charters. Regional assignments by county can be found on the Regional Team Leader Assignment Web page.

Cycle Schedule by School Year
This page provides information about the schedule of cycles for a four year period.

Monitoring Selection Criteria
Description of the risk factors including academic achievement, fiscal, and random process for the selection of LEAs for a review.

42

Reviews

Reviews

LEAs Selected for Reviews

This is the list of LEAs by county-district-school code selected for an on-site or online review. Information regarding the scheduling of the review and program information is available under the Review Schedules sub-header.

2016–17 School Year

2016–17 LEAs Selected for Cycle A Online Reviews
2016–17 LEAs Selected for Cycle C On-site Reviews

2015–16 School Year

2015–16 LEAs Selected for Cycle B On-site Reviews
2015–16 LEAs Selected for Cycle D Online Reviews

LEA General Information Request

CDE requires each LEA that will receive a Federal Program Monitoring (FPM) visit to provide LEA General Information. Please complete by March 25, 2016, this LEA General Information Request, which allows the CDE to consider local factors associated with the LEA when scheduling the FPM review.

Reviews

Review Schedules

The Review Schedules include detailed information regarding FPM reviews. These schedules are organized by region and list the LEA name, Regional Team Leader, review dates, sites selected for review, and the programs participating in each review. These schedules are updated at the end of each month.

2016–17 School Year

2016–17 Schedule for Cycle C On-site Reviews (PDF; Posted 16-May-2016)
2016–17 Schedule for Cycle A Online Reviews (PDF; Posted 16-May-2016)

2015–16 School Year

2015–16 Schedule for Cycle B On-site Reviews (PDF; Updated 18-Dec-2015)
2015–16 Schedule for Cycle D Online Reviews (PDF; Updated 18-Dec-2015)

Resolution of Findings

Within 45 calendar days after the date of the Notification of Findings (NOF), the LEA must resolve each finding by uploading resolution documents to the California Accountability and Improvement System (CAIS) or CDE Monitoring Tool (CMT) and selecting the certification box. The LEA may use the resolution process in CAIS to request a Resolution Agreement to extend the resolution period beyond the due date on the NOF. CDE Program Reviewers approve or deny Resolution Agreement requests.

The Resolution Agreement period should allow for reasonable time to resolve findings but cannot exceed 225 calendar days from the last day of the review.

Unresolved FPM Findings

Unresolved FPM Findings | XLS (Updated 01-Jun-2016)
This document lists by region and local educational agency the unresolved, non-compliant program instrument items (over 225 calendar days) beginning with the 2014–15 school year. The California Accountability and Improvement System (CAIS) and CDE Monitoring Tool (CMT) contains the current status of these non-compliant items.

For information related to the non-compliant items, please contact the assigned Regional Team Leader or appropriate participating program.

Review Schedule
On-site Reviews

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CYCLE C ONSITE FPM REVIEW SCHEDULE SCHOOL YEAR (2016–17)

Region 1   **County:** **Humboldt**

1262901 **KLAMATH-TRINITY JOINT UNIFIED**   **Entry Date:** 10/18/2016   **Exit Date:** 10/21/2016

Comments:

Regional Team Leader: Seyed Dibaji-Foroshani   916-319-0375   sdibajiforoshani@cde.ca.gov
LEA Review Coordinator: Carmelita Hostler   530-625-5600   chostler@ktjusd.k12.ca.us

12629010000000   **District**
Before and After School Programs 2016–17 (BASP)
Career Technical Education 2016–17 (CTE)
Compensatory Education 2016–17 (CE)
English Learners 2016–17 (EL)
Uniform Complaint Procedures 2016–17 (UCP)

12629011234004   **Hoopa Valley High**
Career Technical Education 2016–17 (CTE)
Compensatory Education 2016–17 (CE)
English Learners 2016–17 (EL)
Uniform Complaint Procedures 2016–17 (UCP)

12629016007967   **Hoopa Valley Elementary**
Before and After School Programs 2016–17 (BASP)
Compensatory Education 2016–17 (CE)
English Learners 2016–17 (EL)
Uniform Complaint Procedures 2016–17 (UCP)

Review Schedule
Online Reviews

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CYCLE A ONLINE FPM REVIEW SCHEDULE SCHOOL YEAR (2016–17)

Region 1   **County: Sonoma**

4975390 HEALDSBURG UNIFIED   **Entry Date:** 10/3/2016   **Exit Date:** 10/6/2016

Comments:

Regional Team Leader: Seyed Dibaji-Foroshani   916-319-0375 sdibajiforoshani@cde.ca.gov

LEA Review Coordinator: Beth Wolk   707-431-3449 bwolk@husd.com

    49753900000000   **District**
                        Before and After School Programs 2016–17 (BASP)
                        Compensatory Education 2016–17 (CE)
                        English Learners 2016–17 (EL)
                        Fiscal Monitoring 2016–17 (FM)
                        Improving Teacher Quality 2016–17 (ITQ)
                        Uniform Complaint Procedures 2016–17 (UCP)
    49753906051791   **Healdsburg Elementary**
                        Before and After School Programs 2016–17 (BASP)
                        Compensatory Education 2016–17 (CE)
                        English Learners 2016–17 (EL)
                        Uniform Complaint Procedures 2016–17 (UCP)

Training

Training

Information related to FPM training.

2015–16 Local Educational Agency Training

CDE Monitoring Tool (CMT) Agency Hands On Training ↗
Recorded presentation of Hands On training for CMT from an agency perspective uploaded on November 12th, 2015.
Transcripts of CDE Monitoring Tool (CMT) Agency Hands On Training
CDE Monitoring Tool (CMT) Agency Hands On Training (PDF; Posted 16-Feb-2016)
PDF version of recorded presentation of Hands on Training for CMT from an agency perspective.

2014–15 Local Educational Agency Training

2015-16 LEA Training

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2015–16 Local Educational Agency Training
Information related to training in 2015–16 Local Educational Agency Training for staff of LEAs selected for a Cycle B or D FPM review.

General Information

The California Department of Education (CDE) conducted Local Educational Agency (LEA) training in Sacramento and Pomona in August 2015. The training was designed to assist LEAs to prepare for a Federal Program Monitoring (FPM) review in 2015–16. Topics included review of the program instruments for Adult Education and Family Literacy Act, Before and After School Programs, Compensatory Education, Early Education and Support, Education Equity, English Learner, Fiscal Monitoring, Migrant Education, Neglected or Delinquent, Physical Education, and Uniform Complaint Procedures. There were also sessions for LEA Review Coordinators and an Introduction to the new CDE Monitoring Tool.

LEA Review Coordinator (PDF; New 31-Aug-2015)
This presentation is designed for LEA Review Coordinators and describes the activities and processes before, during, and after FPM reviews.

CDE Monitoring Tool (PDF; New 31-Aug-2015)
This presentation provides an introduction to the new California Monitoring Tool (CMT) which CDE will be transitioning to from the California Accountability Improvement System (CAIS).

Program Reviews

Adult Education and Family Literacy Act (PDF; New 31-Aug-2015)
This presentation provides an overview of the program Adult Education and Family Literacy Act (AE) in the context of the FPM review.

Before and After School Programs (PDF; New 31-Aug-2015)
This presentation provides an overview of the program Before and After School Program (BASP) to ensure that all legal requirements are being met for the After School Education & Safety (ASES) Program and 21st Century Community Learning Centers (CCLC).

Compensatory Education (PDF; New 31-Aug-2015)
This presentation provides an overview of requirements for the Elementary and Secondary Education Act (ESEA), Title I, Part A, and California Economic Impact Aid/State Compensatory Education (EIA/SCE). It focuses on the items with the greatest number of findings last year and provides examples of the resolution of these items.

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Recently
Monitoring

No items po

48

CMT Agency Hands On Training

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Program Instruments

Program Instruments

The FPM Instrument for each categorical program contains federal and state legal requirements organized into statutory core items and supporting items arranged under seven general CDE dimensions. FPM team members use Program Instruments to determine whether an LEA is meeting requirements of each item.

Program Instruments are developed and reviewed by the CDE on an annual basis and may change from year to year to respond to changes in federal or state law, regulations, or court cases.

Current Year Program Instruments

2015–16 Program Instruments
This page provides links to the 2015–16 Program Instruments for the fourteen programs participating in FPM reviews.

2014–15 Program Instruments
This page provides links to the 2014–15 Program Instruments for the fourteen programs participating in FPM reviews.

Prior Year Program Instruments

Prior year program instruments are available by request to the FPM Office at fpmoffice@cde.ca.gov.

2016-17 Program Instruments

2016-17 Cycle A and C Program Instruments

Program instruments contain program-specific federal and state legal requirements that will be tested during the monitoring process. They provide examples of evidence that may be used to demonstrate compliance.

The following program instruments will be used for reviews during the 2016-17 school year. Please note that selected programs have separate program instruments for on-site (Cycle C) and online (Cycle A) reviews.

- Adult Education (AE) (PDF; Posted 11-Jul-2016)
- Before and After School Program (BASP) (PDF; Posted 11-Jul-2016)
- Compensatory Education (CE) (PDF; Posted 11-Jul-2016)
- Career Technical Education (CTE) (PDF; Posted 11-Jul-2016)
- Early Education and Support (EES) On-site (PDF; Posted 11-Jul-2016)
- Early Education and Support (EES) Online (PDF; Posted 11-Jul-2016)
- Education Equity (EE) (PDF; Posted 11-Jul-2016)
- English Learner (EL) On-site (PDF; Posted 11-Jul-2016)
- English Learner (EL) Online (PDF; Posted 11-Jul-2016)
- Fiscal Monitoring (FM) (PDF; Posted 11-Jul-2016)
- Homeless Education (HE) (PDF; Posted 11-Jul-2016)
- Improving Teacher Quality (ITQ) (Coming Soon)
- Migrant Education (ME) On-site (PDF; Posted 11-Jul-2016)
- Migrant Education (ME) Online (PDF; Posted 11-Jul-2016)
- Neglected or Delinquent (NorD) (PDF; Posted 11-Jul-2016)
- Physical Education (PE) (Coming Soon)
- Uniform Complaint Procedures (UCP) (PDF; Posted 11-Jul-2016)

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Recently Posted in Compliance Monitoring

EL Online Program Instrument (PDF) (added 13-Jul-2016) Federal Program Monitoring Office online review instrument for English Learner (EL) applicable for 2016-17 Cycle A reviews.

EL On-site Program Instrument (PDF) (added 13-Jul-2016) Federal Program Monitoring Office on-site review instrument for English Learner (EL) applicable for 2016-17 Cycle C reviews.

CMT

CDE Monitoring Tool (CMT)

The CDE Monitoring Tool (CMT) a new Web-based tool, developed by the California Department of Education (CDE) which allows the monitoring of local educational agencies (LEAs) to ensure that they meet fiscal and program requirements of federal categorical programs and State funding they receive.

For additional information regarding the California Department of Education's use of CMT, please visit the CMT Web page.

Monitoring Tool Link

Monitoring Tool

The California Department of Education Monitoring Tool (CMT), a new Web-based system, which allows local educational agencies (LEAs) to facilitate a response to state and federal requirements for program monitoring.

In November 2015, the California Department of Education (CDE) began transitioning from use of the California Accountability Improvement System (CAIS), which has been in operation since 2009, to a new application, called the CDE Monitoring Tool (CMT). Similar to the existing tool, CMT will facilitate the LEA's response to state and federal requirements for program monitoring.

Log-on Information

Access to the CDE Monitoring Tool (CMT) is limited to appropriate use managed by the CMT support team. LEAs may request access, training, and assistance with the use of CMT by contacting the appropriate program contact, who serves as the system administrator.

User Account Registration

Centralized Authentication System (CAS)

CAS is CDE's process for establishing a user account which allows authorized agency staff access to CMT.

Training

Information related to CMT training.

CDE Monitoring Tool (CMT) Agency Hands On Training
Recorded presentation of Hand On training for CMT from an agency perspective uploaded on November 12th.
Transcripts of CDE Monitoring Tool (CMT) Agency Hands On Training

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Recently Posted in Compliance Monitoring

EL Online Program Instrument
(PDF) (added 13-Jul-2016)
Federal Program Monitoring Office online review instrument for English Learner (EL) applicable for 2016-17 Cycle A reviews.

EL On-site Program Instrument
(PDF) (added 13-Jul-2016)
Federal Program Monitoring Office on-site review instrument for English Learner (EL) applicable for 2016-17 Cycle C reviews.

CMT Logon

Correspondence

Correspondence

2016–17 Notification of LEAs Selected for Cycle A Online Monitoring (Posted 18-Mar-2016)
March 18, 2016: Letter to Select County and District Superintendents regarding the Cycle A LEA selection for online review in 2016-17 school year of certain state and federal categorical programs operating within the LEA.

2016–17 Notification of LEAs Selected for Cycle C On-site Monitoring (Posted 18-Mar-2016)
March 18, 2016: Letter to Select County and District Superintendents regarding the Cycle C LEA selection for on-site review in 2016-17 school year of certain state and federal categorical programs operating within the LEA.

Legislative Reports

Report to the Governor, Legislature, and Legislature Analyst's Office: Identification and Status of State Monitoring of County Court Schools and State Division of Juvenile Justice Schools (PDF; Updated 22-Aug-14)
December 2013: Supplemental Report of the 2008 Budget Act Item 6110-001-0001

Report to the Governor, Legislature, and Legislature Analyst's Office: Identification and Status of State Monitoring of County Court Schools and State Division of Juvenile Justice Schools (PDF; Recertified 27-Oct-2014)
December 2012: Supplemental Report of the 2008 Budget Act Item 6110-001-0001

Additional Federal and State Monitoring

The Additional Federal and State Monitoring page provides information related to the monitoring of LEAs and non-LEAs for programs outside the scope of the FPM process.

Contact Information

Contact Information

Regional Team Leader Assignments

Contact information for Regional Team Leaders and regional assignments.

FPM Participating Programs

Contact information for CDE programs participating in monitoring reviews.

County Office of Education Monitoring Leads

Contact, meeting, and training information for County Office of Education Monitoring Leads (COE Leads).

FPM Participating Programs

FPM Participating Programs
Contact information for CDE programs participating in monitoring reviews.

Participating Program	Program Contact Phone Number	Program Contact E-mail Address
Adult Education and Family Literacy Act (AE)	916-322-1849	N/A
Before and After School Programs (BASP)	916-319-0923	afterschool@cde.ca.gov
Career Technical Education (CTE)	916-324-5706	perkins@cde.ca.gov
Compensatory Education (CE)	916-319-0854	timso@cde.ca.gov
Early Education and Support (EES)	916-322-6233	spatitu@cde.ca.gov
Educational Equity (EE)	916-445-9174	colsen@cde.ca.gov
English Learner (EL)	916-319-0938	tamo@cde.ca.gov
Fiscal Monitoring (FM)	916-322-2288	N/A
Homeless Education (HE)	916-319-0383	lwheeler@cde.ca.gov
Improving Teacher Quality (ITQ)	916-445-7331	titleii@cde.ca.gov
Migrant Education (ME)	916-319-0851	N/A
Neglected or Delinquent (NorD)	916-319-0854	kneilsen@cde.ca.gov
Physical Education (PE)	916-323-5798	mlee@cde.ca.gov
Uniform Complaint Procedures (UCP)	916-319-0929	N/A

COE Monitoring Leads

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County Office of Education Monitoring Leads
The primary role of the COE Leads is to provide support to LEAs during the FPM process.

County Office of Education Monitoring Leads
COE Leads in partnership with the California Department of Education provide support to local educational agencies (LEAs) in the Federal Program Monitoring process. Support activities may include providing technical assistance and trainings for LEAs. COE Leads coordinate regional/county support, contribute to user forums to share ideas, provide feedback, and facilitate communication.

Contact information
COE Leads Contact Information
Regional Contact Information for COE Leads.

Meeting Dates
COE Leads are invited to participate in the following Web conference calls which are designed to provide an opportunity for discussions related to the Federal Program Monitoring (FPM) process and COE Leads support needs.

2015–16 County Lead Web Conference Calls
November 18, 2015 - 3:00 p.m. to 4:00 p.m.
January 20, 2016 - 3:00 p.m. to 4:00 p.m.
March 16, 2016 - 3:00 p.m. to 4:00 p.m.
May 18, 2016 - 3:00 p.m. to 4:00 p.m.
July 20, 2016 - 3:00 p.m. to 4:00 p.m.

E-mail suggestions for discussion items five days prior to the scheduled meeting date to Stacy Savoca, Associate Governmental Program Analyst, FPM Office, at ssavoca@cde.ca.gov. The meeting agenda will be e-mailed in advance of each meeting with the phone number and access code.